

**Rappahannock Rapidan Community Services
Program Committee Meeting
February 26, 2019 – 1:00 PM – Bradford Road Offices**

MINUTES

Members Present: Anne Baumgardner, Dawn Klemann, Jack Ledden

Members Excused: Donalda Lovelace, Valerie Ward

Staff Present: James LaGraffe, Ryan Banks, Laurie Dodson, Anna McFalls, Ray Parks, Paula Stone, Jeanette Nord

Others present: Chris Jenkins, Robert Weigel

1. Call to order: Ann Baumgardner, Chair
Ann Baumgardner, Chair, called the meeting to order at 1:06pm.
2. Review of Agenda for additions/deletions
The committee consented to adopt the agenda as presented.
3. Executive Director Updates
 - *Jim LaGraffe, Executive Director, reported that he had been contacted by Bill Hazel, Senior Advisor for Strategic Initiatives & Policy at George Mason University, who is applying for a grant to focus on the opioid crisis; specifically, improving outcomes for individuals with opioid use disorders that are in jail and then released to the community. Jim sent a letter of support offering to assist in this clinical trial.*
 - *RRCS's proposal and plan for Primary Care Screening, Step 2 of STEP-VA, has been accepted by the state. Division directors and staff are now developing steps to implement it by July 1, 2021.*
 - *We have received preliminary definitions for Step 3 of STEP-VA, Outpatient Mental Health and Substance Abuse Disorders. Comments are due by close-of-business Wednesday, February 27th.*

Jim mentioned Step 4, Community-Based Mobile Crisis Response, adding that this step is still in its preliminary stages.

4. Quality Assurance Report
Anna McFalls, Director, Finance & Administration Division, introduced Laurie Dodson, Quality Analyst, to discuss RRCS' reporting requirements. Laurie reviewed reporting requirements as mandated by Department of Behavioral Health & Developmental Services (DBHDS).

Closed Session

- Discussion on Service Delivery / Person-Supported

ACTION: Dawn Klemann moved that the Board enter into closed session for the purpose of discussing issues relating to personnel. This motion is made pursuant to Virginia Code Section 2.2-3711, Subsection A, Paragraph 1.

After reconvening the open session, committee members were polled, "To the best of your knowledge, do each of you certify that only public business matters lawfully exempted from the open meeting requirements under existing Virginia law, and only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered by the Board in the closed session just held?" Each Board member present responded as follows:

<i>Ann Baumgardner</i>	<i>Yes</i>	<i>Chris Jenkins</i>	<i>Yes</i>
<i>Dawn Klemann</i>	<i>Yes</i>	<i>Robert Weigel</i>	<i>Yes</i>
<i>Jack Ledden</i>	<i>Yes</i>		

Anna noted that a Quality Analyst report will be given at future committee meetings and will likely include licensing visits and discussion regarding changes that might impact service delivery or billing practices. She added that we can provide quarterly reports on staff and patient care.

5. Division Leadership reports

a. Aging

Ray Parks, Director, Aging & Transportation, provided an update to committee members on services in his division. He noted that a representative from the Virginia Department for Aging and Rehabilitative Services (DARS) conducted a visit to monitor RRCS' nutrition services and was very pleased. In addition, he met with Senior Regional Housing Coordinator Jeannie Cummins Eisenhower from DBHDS with regard to the State Rental Assistance Program, which is designed to provide rental assistance to certain individuals with developmental disabilities who want to live in their own rental housing.

b. Clinical

Ryan Banks, Director, Clinical Services, provided an update on services in her division, noting in particular that Crisis Services has hired a new support coordinator to assist with bed searches; thereby allowing current staff to be available for screening activities. She also noted that as there is still no Program Manager at the Boxwood Treatment Center, she and the Crisis Service Manager are covering the management of its day-to-day activities.

c. Community Support

Paula Stone, Director, Community Support Division, provided an update on services in her division. She noted that staffing remains a concern as qualified people are difficult to find for the requirements of the positions under her purview. She described RRCS' transitional homes, which promote recovery in a setting where individuals can increase their ability to live in less restrictive

environments, and explained the qualifying factors for someone to take residence. She noted that while there currently is no waiting list for space in these homes, information on residency/vacancy rates will be provided to committee members.

6. Other

Jim noted that he and Ryan will not be at the Program Committee meeting on March 26th, as they will be attending a conference hosted by the National Council of Behavioral Health in Nashville, Tennessee.

There being no further business, the meeting was adjourned at 2:26pm.